

PORTLAND HARBOR CAG
SEPTEMBER 17, 2002
6-8 P.M.

Draft Meeting Minutes

INTRODUCTIONS:

Facilitator:

Mark Burton

Members Present:

Neighborhood Associations:

Cathy Crawford	University Park
Larry Talbert	Hi-Noon
Robin Plance	St. Johns

Business:

Steve Gunther

Environment:

Dorothy Shoemaker	Sierra Club	Arrived at 6:10
Billy Washington	EJAG	

Public Health

Joe Keating	Oregon Center for Environmental Health
Travis Williams	Willamette Riverkeeper

Other Participants:

(b) (6) Citizen

Libby McCulley, Willamette Riverkeeper

Non- , Citizen

Arrived at 6:10

Non- , Citizen

Visitors:

Katy Brooks

Kim Cox, DEQ

Scott Fogarty, Willamette Riverkeeper

Barbara Smith, Lower Willamette Group

Judy Smith, EPA

Non- , Citizen

MEETING PROCESS:

Mark's role in facilitating the meetings is not to act as chair but to help keep folks on track and make sure everyone has a voice. He asked for the authority to stop someone from interrupting. The group agreed that Mark should have that authority. Steve asked about the

time frame that Mark has volunteered to facilitate. Mark suggested we evaluate at the end of the meeting.

Decision making: It was reiterated that the group would try to make decisions via consensus and if consensus is not possible, there should be a vote by simple majority.

ADDITIONAL AGENDA ITEM:

Evaluation of facilitation.

MINUTES APPROVAL:

Motion: Approve minutes as written. (MS, RP)

Changes to the minutes:

Change Doug to Larry, 2nd to last page

Dorothy Shoemaker and Jim Robison arrive.

Add the question in discussion about EPA and DEQ Standards: Should the CAG advocate that the more stringent DEQ standards be used in place of the less-stringent EPA standards?

There was discussion about process for including people who arrive late in the minutes. Libby will be sure they are included. Dorothy asked about getting the minutes soon after the meeting. Libby will try to always have them out within a week after the meeting.

Minutes approved as amended.

SCHEDULE THE NEXT MEETING:

The next meeting is scheduled for Oct. 9, 6 p.m.

Katy Brooks and Scott Fogarty arrive.

EPA COOPERATIVE AGREEMENT:

Mark Stephan handed out an executive summary and reported to the CAG on the progress of his application for a cooperative agreement with the EPA that would fund research on community involvement in Superfund sites with sediment contamination. Mark and Tom Chisholm are working on this with a team of two other scientists.

The total amount of the request is \$250,000.

- Wants to help with community involvement, especially the CAG
- Try as much as possible to provide supplemental educational materials.

Part of what the team will look at is what the CAG needs to evaluate the risk assessments, etc. They will be able to help the CAG understand technical information. They will also look at the way the CAG creates a bridge between agencies and the community.

The timeline for the agreement begins in January, 2003.

Joe asked if the CAG can anticipate funds for production of educational materials from this grant? Mark said he hoped that that could be a component of it

Georgia Richmond and Jeri Sundvall arrive.

Mark would like the support of the CAG in this process. Jim asked how this grant integrates with the TAG. Mark wants the work to complement WRK's work and to communicate with Regina. Joe suggested a line item be added to the grant to provide financial support for administrative needs for the CAG.

Mark will distribute copies of the full proposal to interested people and the CAG can consider writing a letter of support at the next meeting.

COMMITTEE STRUCTURE:

Evaluation Committee:

Dorothy Shoemaker is chairing this committee. The committee will work on issues concerning work with DEQ and EPA, evaluate documents and report back to the CAG.

Jim asked about a timeline for comments and evaluations. Dorothy suggested diving right in and looking at the workplan and the fish studies that are being done.

The evaluation committee will develop comments that will be approved by the CAG. Travis suggested the CAG set the goal to submit comments to the EPA on the Work Plan based on Regina's information and other comments at the next meeting.

POSSIBLE FUNCTION BRAINSTORMING:

1. Tracking timelines, deadlines, etc.
2. Seek out additional technical information
3. Summarize technical information
4. Summarize suggested comments from CAG and citizens
5. Present options and make recommendations to CAG about technical information
6. Draft comments for CAG review

The evaluation committee will report monthly to the CAG.

Cathryn suggested a Research Committee. Travis said that this function could be met by questions to Regina, etc. Barbara pointed out that the Lower Willamette Group will come up with a lot of information that the CAG can look at and not have to reinvent the wheel.

MOTION: Create the evaluation committee with the broad purpose to start the process of evaluating the workplan. (JR,JK)

Friendly amendment: This is the first step for the committee and they will come back with a summary and critique that will be sent to the listserv the week before the October meeting.

The motion and friendly amendment passed unanimously.

Evaluation Committee Members:

Dorothy, Joe, Steve, Rhett, Billy, Ron, Jacque, Kathryn

Education and Outreach Committee:

Joe Keating – The idea would be to identify priorities for outreach and education and look at communicating to the community. Joe referenced his email sent to the listserv.

MOTION: Form the education and outreach group that will formulate proposals for the CAG to inform the public about the Superfund process and engage them in a successful outcome. (RP,JR)

Motion passes unanimously.

Engaging citizens in the process is critical. This committee would solicit comments from citizens which would then be distilled and organized by the evaluation committee. Cathy has an issue with the name Community, so it was proposed by Steve G. that go with the Education and Outreach name .

Mark suggests that we come back to the issue of the Education and Outreach Committee name. Libby suggested the committee propose a name for itself at the next meeting.

Members:

Joe (Chair), Doug, Larry, Robin, Ron, Dorothy, Rhett, Xander, Travis, Steve, Jim, Billy, Jeri

Finance Committee:

Joe Keating- There seems a basic need for some kind of funding for the CAG. The committee would help make this happen. This committee would work on financing products of the committee – websites, letterhead, etc. They would also focus on legal status, budgeting, and allocation of funds. WRK has limited ability to do this type of work. WRK could cover costs of getting stationary printed. The CAG is currently an unincorporated nonprofit organization.

The name of this committee was also discussed as it would work on resources as well as finances. This committee will also bring back a proposed name to the next CAG meeting.

MOTION: Create a finance committee for the purpose of locating resources necessary to carry out the functions of the CAG. (JR,DS)

Motion passes unanimously.

Members: Travis, (Chair) Larry, Robin, Steve

Point of clarification: Are only CAG members on the committees? This question led to a discussion of membership. Libby will send out a list of all CAG members as designated at the June CAG meeting. The list will also include phone numbers. Joe will call the members who have not been attending meetings to remind them about the meetings and confirm their desire to be members. This issue will be further discussed at the next meeting.

OTHER ITEMS FOR OCTOBER MEETING:

Steve would like to consider the economic impacts of the Superfund process. Robin suggested he research this and make a 15 minute presentation at a future meeting.

It was suggested that the mission statement be posted at each meeting. Libby and Mark will make sure this happens.

Time will be allocated for the evaluation committee to report on the workplan and fish tissue study. All committees will bring proposed names and purpose statements to the next meeting.

FACILITATION:

Strong support was vocalized for Mark and he will facilitate the next meeting.